

## Memorandum

TO : Director of Training

DATE: 12 March 1971

FROM : Chief, Career Training Program

SUBJECT: Weekly Activities Report

1. The 17 February 1971 Annual Report to the Director of Central Intelligence from the Chairman, Language Development Committee has prompted considerable discussion this week between the DDP/Operational Services and Career Training Program Staffs. While there is agreement about the necessity for improving foreign language skills, opinions vary considerably as to how this can and should be accomplished with Career Trainees. The two extreme positions are (a) that all Career Trainees destined for the Clandestine Service possess at least an intermediate proficiency, by Agency standards, in a second language and (b) that Career Trainees do not necessarily have to have proficiency in another language but must, at least, have an average aptitude for learning one. A reasonable and workable solution lies somewhere between these two extremes. The Career Training Program Staff will continue to study this problem closely with the Plans Directorate and will propose a solution at an early date.

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2. Chief, CTP and Program Officer [REDACTED] made routine visits to [REDACTED] to confer with Career Trainees and faculty members during this final week of the BOC.

3. The CTP Administrative Staff this week completed the microfilming of old CTP personnel files. The project began 3 February 1971 and consumed 73 1/2 woman hours with the camera and at least that much more time in the preparation of the material to be microfilmed. Twenty-five reels or about 25,000 individual document photographs were made. A 3M reader/printer has been received and the Staff is now verifying and indexing the microfilm. As previously reported, three four-drawer safes have been released as a result of this project.

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